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1 May 1986

MEMORANDUM FOR: Deputy Director for Administration

FROM: Henry P. Mahoney  
Director of LogisticsSUBJECT: Report of Significant Logistics Activities for  
the Period Ending 30 April 1986

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1. Events of Major Interest That Have Occurred During the  
Preceding Week:

\* a. Representatives from the New Building Project Office and Procurement Division, Office of Logistics (OL), and Smith, Hinchman and Grylls (SH&G) met on 24 April to discuss several proposals for changes to the architect and engineer services contract for the new Headquarters Building. SH&G proposes support in the following areas:

(1) Furnishing technical information and testimony in conjunction with a legal claim filed by the George Hyman Construction Company for caisson (foundation) work.

(2) Redesign of interior spaces.

(3) Obtaining services of additional cost estimators.

(4) Obtaining word processing equipment to be used on-site.

(5) Relocation of the powerhouse guard station.

In addition, SH&G has been requested to submit a proposal for the preparation of a graphics presentation to be used in briefing the offices moving into the new Headquarters

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Building. This presentation is to include a detailed description of the site with a section highlighting the RFI shielding, office access flooring, landscape partitioning, and computer centers. Information on each specific office layout will be shown with detail through the branch level. The first presentation is scheduled for Office of Technical Service on 9 May and will include a handout fact sheet.

\* c. On 8 April, a representative from the Office of Information Technology (OIT) met with representatives from OL and the contract negotiator to discuss a critical systems integration requirement in support of the Counterterrorist Program Center. This project is expected to cover a four-year period at an anticipated cost of \$3,375,000. A cost plus award fee level of effort request for proposal was prepared and issued on 28 April at a bidders conference hosted by OL. OIT members briefed the ten contractors in attendance on the statement of work and the criticality of this program. The closing date for the proposal is 23 May, and the resultant contract award from this competitive process is expected in mid-June.

\* e. On 25 April, the Deputy Director for Administration, accompanied by the Director of Logistics, accepted the Iron Workers Employers Association (IWEA) of Washington, DC, Building of Excellence Award for 1986. The annual dinner ceremony, held at the Congressional Country Club, was attended by approximately 50 IWEA members. In addition to honoring the Agency for its new Headquarters Building, the IWEA also honored GSA; Smith, Hinchman and Grylls Associates, Inc.; and the Centex Construction Corporation for their respective roles in the Agency's new

Headquarters Building project. The Agency's award will shortly be displayed along with existing new Headquarters Building memorabilia on the first floor of Headquarters at the intersection of corridors C and D. [ ]

f. OL reports that planning continues for the switchover from the old chilled water system to the new chilled water system at the Headquarters Powerhouse. This switchover, a part of the New Headquarters Building Project, is planned for the week of 5 May, and, when complete, will add two new 1350-ton chillers to the Headquarters cooling system. This switchover will be gradually phased in, one chiller at a time, and is critical to the continued operation of the Headquarters Compound chilled water system. [ ]

h. In response to GSA's program to delegate real property management authority, OL sent a letter to GSA on 24 April which contained recommendations for the transfer of such authorities to the Agency. GSA will review the request and prepare a specific proposal for each site the Agency occupies. It is anticipated that negotiations will be necessary to assure that the amount of funding and resources to be transferred corresponds to the level of authority and responsibility to be assumed by the Agency. [ ]

i. On 23 April, OL provided support for OD&E's initial move [ ]. A total of 89 pieces of Wang equipment were moved. On 25 April, the second phase of OD&E's move [ ] was accomplished which included 37 work stations. On 26 April, the final phase of OD&E's occupation [ ] completed. This phase included four 48-foot tractor trailer loads of furniture. [ ]

j. OL reports that on 21 April at 1030 hours a major power outage, which lasted approximately eight seconds, was experienced in the Headquarters area. Virginia Power reported that the outage was on their system. All UPS systems operated correctly. [ ]

k. Renovation of the FAC Exhibit Hall, 1D corridor, Headquarters, is now complete. OL reports that ceiling track supported panels, display cases with wheels, and track lights

25X1 for flood or spot bulbs make up the project. All are color  
coordinated to create a gallery setting. The first exhibit in  
the new area will be hung on 1 May. [redacted]

25X1 1. The Office of Logistics Conference, which was  
held [redacted] on 24 and 25 April, was  
well received. The success of this year's conference was due  
to the interesting and varied topics covered. Topics included  
25X1 were the mission of the Inspector General, [redacted]  
25X1 [redacted] and personnel  
25X1 management. [redacted]

2. Significant Events Anticipated During the Coming Week:

None.

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[signature] Henry P. Mahoney [signature]

WEEKLY REPORT FOR PROCUREMENT DIVISION  
FOR PERIOD ENDING 30 APRIL 1986

1. Progress Report of Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period.

2. Items or Events of Major Interest that have Occurred During the Preceding Week:

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45 \* b. Representatives of the New Building Project Office and Production and Services Contracts Branch, Procurement Division, met with Mr. Everett Medling of Smith, Hinchman and Grylls (SH&G) on 24 April to discuss several proposals for changes to the architect and engineer services contract for the ~~headquarters addition~~. SH&G proposes support in the following areas: *new Headquarters Building* 1-A

(1) Furnishing technical information and testimony in conjunction with a legal claim filed by the George Hyman Construction Company for caisson (foundation) work.

(2) Redesign of interior spaces

(3) Obtaining services of additional cost estimators

(4) Obtaining word processing equipment to be used on-site

(5) Relocation of the powerhouse guard station.

In addition, SH&G has been requested to submit a proposal for the preparation of a graphics presentation to be used in briefing offices ~~that will be moving into the headquarters addition~~ *the new Building*

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← *This*  
 a. ~~The~~ presentation is to include a detailed description of the site with a section highlighting the RFI shielding, office access flooring, landscape partitioning and computer centers. Information on each specific office layout will be shown with detail <sup>through</sup> to the branch level. The first presentation is scheduled for Office of Technical Services on 9 May 1986 and will include a handout fact sheet. [ ]

d. On 24 April 1986, an amendment to the Message Handling Facilities request for proposal [ ] which is in support of the Communications Engineering Division/Network Systems Engineering Group/Office of Information Technology, was issued providing all solicited offerors a copy of the questions and answers submitted in response to this RFP. Of the 29 offerors solicited, ten companies have submitted 'no-bid' responses to date. This RFP is scheduled to close on 12 May 1986. [ ]

*yes*  
 f. On 8 April ~~1986~~, a representative from the National Systems Group/Office of Information Technology met with ~~Deputy Chief, Automated Data Processing and Engineering Branch (ADP&ED), Procurement Division~~ <sup>representative from</sup> and the contract negotiator to discuss a critical systems integration requirement in support of the Counterterrorist Program Center. This project is expected to cover a four year period at an anticipated cost of \$3,375,000. A Cost Plus Award Fee Level of Effort Request for Proposal was prepared and issued on 28 April ~~1986~~ at a bidders conference hosted by ~~ADP&ED, PD~~. Members of NSG/OIT briefed the ten contractors in attendance on the statement of work and the criticality of this program. The closing date for the proposals is 23 May, ~~1986~~, and the resultant contract award from this competitive process is expected in mid-June. [ ]

### 3. Significant Events Anticipated During the Coming Week

None. [ ]

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PRINTING AND PHOTOGRAPHY DIVISION  
WEEKLY REPORT FOR PERIOD OF  
23 April - 30 April 1986

I. Items or Events of Major Interest that have Occurred  
During the Preceding Week

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\* B. On Thursday, 24 April 1986, representatives from the Office of Logistics, Printing and Photography Division (OL/P&PD) met with representatives from the Office of Security (OS) to discuss the security implications [redacted]

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[redacted] P&PD will be testing personal copiers over the next few weeks to determine which machine is most suitable for the proposed use. [redacted]

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C. The Office of Logistics, Printing and Photography Division (OL/P&PD) is continuing to plan for a Satellite Printing Facility in order to accommodate a rapidly growing demand for printing and videoreplicating services. Last week representatives from P&PD's production components met to discuss potential layout designs for

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the new plant. A design that will give the Real Estate and Construction Division (RECD) an understanding of P&PD's requirements will be forwarded to RECD later this week. The satellite facility is tentatively scheduled to be located in

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D. On Tuesday, 22 April 1986, two representatives from the Office of Logistics, Printing and Photography Division (OL/P&PD) met with personnel from the New Building Project Office (NBPO) as well as a representative from the Office of Information Services (OIS) to discuss plans for xerographic copiers in the New Headquarters Building. It was determined that five Expanded Information Service Centers will contain copiers that will be available for walk-up customers 24 hours a day. It was also decided that OIS personnel will act as the 'key operators' for this equipment. P&PD has blueprints of the Expanded Information Service Centers and, based upon a list of occupants in the new building, will make an assessment as to which specific copier should be placed in each of these centers. The significance of this action is that it is part of P&PD's ongoing effort to reduce the overall cost of copier service for the Agency. ☐

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ff notes  
E. Due to the impact of the Gramm-Rudman-Hollings Act, the scheduled June 1986 painting of the Headquarters Auditorium has been postponed until further notice. ☐

II. Significant Events Anticipated During the Coming Week

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None ☐

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